

Good News Church Hillside Retreat House

5879 Hillside Farm Rd., Sugar Hill, GA 30518

Event Space Info & Overview

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This document is intended to help provide everything you need to know about the Hillside Retreat House. Feel free to use the space and stuff in the space, as if it's your own. Make yourselves at home, and take a look at this information to maximize your experience.

WIFI PASSWORD

The WiFi is "Good News." The password is galatians56. If that password doesn't work, try Galatians56.

NAME TAGS

There are name tags and Sharpie markers at the end of the serving table. Feel free to use, if needed.

TV / APPLE TV / BOSE SOUND BAR

There's an attached photo of the remotes for each of these items. The TV remote is the large black remote. All you need to do with this one is turn on the TV. The Apple TV remote is the silver remote. Turn on Apple TV to access YouTube, YouTube TV, NetFlix, Amazon Prime, etc. If you have an iPhone or an Apple MacBook computer, you can "cast" your content onto the TV. For example, I like to cast my Power Point slides from my computer to the TV.

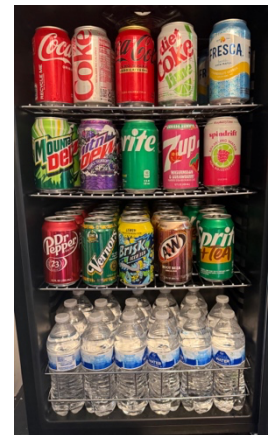


MUSIC

You may want to bring a bluetooth speaker, but you should also be able to connect to the Bose soundbar if you'd like to play music from your phone.

BEVERAGES

Everyone is welcome to help themselves to the variety of complimentary soft drinks and bottled waters in the fridge. There are red Solo cups and an ice machine, for anyone who would like to pour their beverage over ice.



ICE MAKER

If the ice machine is empty, just open the lid and shut it, and it will start making ice. It usually takes about 30 minutes to get a nice supply of ice. You can also press the button on the far left face and that should begin the ice-making process. If nothing is happening, you can pull the white plastic tray out of the bin to check and make sure there is water in the bin. If it's empty, you can grab a pitcher from the kitchen, fill it halfway and pour it into the ice-maker.

KEURIG COFFEE MAKER

The ON button is on the back of the Keurig. It takes a few minutes to warm up before it's ready for use.

HOT WATER KETTLE POT

There is a white ceramic water kettle on the coffee station that's primarily used to heat water for hot tea. It's easy to use. Just fill halfway with water, secure the lid, flip the switch to on, and the hot water will be ready in about 5 minutes.



CUPS, PLATES, BOWLS, UTENSILS, NAPKINS, PAPER TOWELS, ETC.

There should be extras of everything in the kitchen or on the shelves next to the Keurig coffee maker.

THERMOSTAT

The thermostat is in the kitchen. Feel free to set it to whatever temperature you desire. Please remember to return to the original setting before you leave.

MICROWAVE, FRIDGE, FREEZER, TRASH CAN, ROUND TABLES

These are all located in the back room behind the kitchen. Feel free to use however needed.

EXTRA CHAIRS

There are extra chairs in the room directly behind the main room. There are more chairs in the large walk-in closet of that back room.



PRINTER / COPIER

There is a black and white laser printer in the large walk-in closet of the back room. Feel free to use it to make copies. To print from your computer, you'll need to plug in via the USB plug attachment.

OVEN

Feel free to use the oven in the kitchen.

RESTROOMS

There is a small half bath restroom upstairs if you need a second restroom. The stairway light switch is on the left as you start heading up the stairs.



LEFTOVER FOOD

Please take all leftover food with you when you leave. When people leave leftovers in the fridge, it just goes bad and gets moldy. Yuck! :)



FRONT PORCH LIGHTS

The lights are on a timer and should be on whenever you guys are meeting. If they're not on and you want to turn them on, the switch is next to the front porch swing. The large black trapezoid shaped timer box is plugged into a surge protector. Make sure the surge protector is on, and then press the buttons on top of the timer box to get the lights to turn on. *NOTE: One button is for the front porch lights. The other button is for the string lights in the trees along the driveway.*

TRASH

Please take all trash and recycling with you when you leave. There is a row of trash and recycling cans across from the mailboxes. Trash can be dumped in can \$2. Recycling can go in any of the blue cans. *NOTE: There are extra kitchen sized trash bags in the bottom of the trash can and an extra roll of bags near the Keurig maker. There are extra XL trash bags (for the giant can in the back room where the fridge is located) in a box on the top shelf above the trash can.*

I think that about covers everything. Feel free to contact Drue or Laura Warner if you have any questions. We're glad you can use the space. Enjoy!

Drue & Laura Warner

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